



Hapton Parish Council

Monday, 8th April 2013

Present: Councillor Birbeck (in the Chair), Kayley and Lakeland.

Others: Borough Councillors Barker and Greenwood, S. Watson (Clerk) plus 1 resident.

Parish Council Agenda

Councillor Birbeck opened the meeting and welcomed everyone.

12/13/148 Apology for absence

Apologies were submitted on behalf of Borough Councillor Jean Cunningham and County Councillor Sharon Wilkinson.

12/13/149 Declarations of Interest / Code of Conduct

There were no declarations of interest.

12/13/150 Minutes of the last meeting held on the 11th March 2013.

The minutes of the last meeting were submitted for approval as a correct record.

RESOLVED: That the minutes of the Hapton Parish Council meeting on the 11th March 2013 are approved as a correct record.

12/13/151 RESOLVED: That the meeting would close to welcome comments from members of the public.

Further sections of the Canal footpath around the bridge have washed away. Planks with gravel have been used to shore up parts of the pathway as a temporary fix. The area will be fenced off for safety reasons. A proper repair cannot be achieved due to funding levels and the number of repairs needed across the North West, this repair is

not currently considered a priority. Councillor Barker has looked into other sources of funding but has been unable to find anything available. A further area under the bridge is also starting to crumble and a minor repair now may prevent a bigger job in the future, Councillor Barker will continue with the issue.

12/13/152 The meeting was formally re-opened for business

12/13/153 Update on Website

There is a problem with the Contact Forms which is being investigated further.

12/13/154 Update on Recreation Ground

A specification form from Sports England is to be signed and returned by the Chair, Councillor Greenwood would provide a copy if needed.

The Viola bid should be announced after the 29th April, most of the equipment has now been sourced.

The trees are looking good but it was agreed that additional bushes are not required.

12/13/155 Reports from representatives of outside Bodies

Councillor Lakeland reported back from the Police and Community Together meeting. There was little crime to report in Hapton. Section S59 notices have been issued to bike riders and it was noted that the PACT meetings are moving to Padiham Town Hall, these may be combined with Gawthorpe in future.

PCSO Patrick Broadbent is now trained to use the Speed Gun and will be operating soon. It was noted that Burnley Road may be targeted as it is difficult to remain at 30mph and outside the school is a 20mph zone. It was suggested that the gun is used outside the Agra. It was also noted that parking outside the Cricket Club is a problem, although this is not a Police issue.

A recent Police response had been carried out with regards a local resident with health issues.

The Heritage Group has secured a license for the Kite Festival but this does not include alcohol sales.

Suggested locations for the 4 noticeboards were circulated and agreed, the Parish Council will install the noticeboards on behalf of the Heritage Group as it has the powers to do this. Permissions were granted for the installations on Parish land and permissions will be sought from Lancashire County Council for boards on highways and United Utilities for the board on their land.

The Kite Festival still needs a food certificate and it was noted that Councillor Kayley and Sharon have food certificates as these last for 10 years, each certificate covers up to 5 people to serve food.

Letters are to be sent from the Heritage Group asking for food donations.

A Coat of Arms proposal was circulated and is to be presented to the next meeting of the Heritage Group. The Parish Council approved the proposal and the Heritage Group agreed to include this on information boards and the brochure. The workshops are still to be arranged and the next meeting of the group is to be held on Tuesday 9th April. Suggestions for the Kite Competition were considered and it was suggested that prizes could be awarded for 3 age categories for the best 3 kites in each category. Coffee and a bun used to be provided after the Wake Walks and the recipe is still available, it was suggested a coffee and bun stall could also be provided.

The nursery application is due to go to committee on the 15th April, Councillor Birbeck will attend and report back the number of negative comments by residents due to the safety issues at the bridge.

12/13/156 Finances

The following bank balances for March were noted.

- Fundraising Account £1,914.65
- Expenses £ 26.76
- Env. Account £5,359.55
- **Total** **£7,300.96**

Budget report and bank statements were circulated. It was noted that the Borough Council Grant has been paid into the Fundraising Account and needs to be transferred to the Expenses Account. The LALC subscription will be paid after the bank transfer.

Resolved: The bank balances and budget report are noted, the Clerk's Salary for March of £159.61 is approved for payment. £3,426 is transferred from the Fundraising Account to the Expenses Account.

The Budget Monitoring report was circulated and a proposed budget for 2013-14. A financial risk assessment was also circulated.

Resolved: That the budget monitoring report is noted and the budget for 2013 is approved. The risk assessment was welcomed and approved.

It was suggested that Jo Garrigan the previous Clerk could be approached to take on the internal audit for the Parish Council.

Resolved: That Jo Garrigan is asked to be the internal auditor for 2012.

The External Auditors have randomly selected Hapton Parish Council for an intermediate Audit this year as part of a 5% sample.

12/13/157 Planning Applications

There were no objections to planning application APP/2013/0098 for a single storey extension and for application APP/2013/0144 for a conversion of a barn to 2 dwellings at Old Barn Farm.

It was noted that paint has been put on the road and digging is to be started shortly, residents have been advised not to park vehicles in the area being worked on.

12/13/158 Correspondence

- BDO Audit documentation
- LALC Newsletter is to be circulated

RESOLVED: That the correspondence received is noted.

12/13/159 Visual Audits

West Hall Farm lay-by still has a tyre which needs to be removed. There are currently no lights out but dirty back yards have been reported to Environmental Health. There is a problem of litter being blown around the village from overflowing litterbins and the woman riding her horse on the recreation ground has been back. This will be reported to the Police again.

CK motors sign on Manchester Road needs to be tidied and Streetscene have been called to remove several fly tips, CCTV cameras have been requested and Councillor Barker agreed to follow this up.

12/13/160 Date of next meeting

The next meeting will commence with the Annual Parish Meeting on Monday 13th May 2013 at 7:00pm at the Community Center, Ruskin Avenue, to be immediately followed by the next Parish Council.

The vacant positions are to be advertised again on the website and noticeboards.

The meeting closed at 8.30pm and all present were thanked for attending.